

CONNECTICUT STATE DEPARTMENT OF EDUCATION
Division of Teaching and Learning Programs and Services
Bureau of Health and Nutrition Services and Child/Family/School Partnerships
25 Industrial Park Road
Middletown, Connecticut 06457-1543

DRAFT

MEMORANDUM

TO: Potential 2005 Summer Food Service Program (SFSP) Sponsors

FROM: Maureen B. Staggenborg, Director, Child Nutrition Programs

DATE: February 14, 2005

SUBJECT: **Operational Memorandum #03-05 – SFSP Operational Issues and Rates**

1. Reimbursement Rates
2. Income Eligibility Application/Parent Letter
3. Registration of Food Service Management Companies
4. Eligibility for Commodities
5. State Policy on Milk
6. Qualified Food Operator Regulations
7. Sponsor Training Session

1. Maximum Rates of Reimbursement for 2005 were published in the Federal Register. The new rates effective January 1, 2005 reflect changes in the Consumer Price Index as required by statute. A listing of the 2005 rates is enclosed. These rates apply only to the regular SFSP and not to sponsors participating under the Seamless Summer Food Program Waiver.
2. Income Eligibility Application and Parent Letter to be used for residential camps and with other enrolled program sites were included in the January 24, 2005 Operational Memorandum #02-05.
3. Registration of Food Service Management Companies (FSMC) - SFSP sponsors have three options for food service for the 2005 SFSP: (a) be a self-prep sponsor; (b) competitively procure meals from the lowest bidder; or (c) enter into an agreement with a School Food Authority (SFA) which does not obtain meals or management services from a FSMC. In contracting with a food service management company, the sponsor must adhere to the procurement standards as outlined in SFSP regulations 225.17. A sponsor may contract only with a food service management company that is registered in Connecticut. A list of the food service management companies registered in the state will be provided to each sponsor after April 15. For additional information regarding procuring meals from a FSMC contact the Child Nutrition Programs Unit.
4. Eligibility for Commodities - Sponsors preparing meals on site or at a central kitchen, those purchasing meals from a school food authority that participates in the National School Lunch Program (NSLP), and "school food authority" sponsors that procure their SFSP meals from the same food service management company that competitively provided their most recent meals are eligible to receive donated commodities under the SFSP.

The USDA Food Distribution Program (commodity) office is responsible for allocation and distribution of commodities. The availability of items for the SFSP and the distribution procedure will be addressed under separate cover.

5. The following State Policy on Milk must be implemented by all sponsors.

Policy on Milk

All milk should be kept at the proper temperature at all times (in a milk cooler or refrigerator); 40 degrees or lower is recommended. Milk should never be kept un-refrigerated for longer than thirty minutes.

All opened milk should be discarded if a child does not finish it.

Unopened milk can be reused if a child does not consume it. It must be returned to the cooler immediately if it is to be reused by another child.

6. Qualified Food Operator (QFO) Regulation - Connecticut State Department of Public Health regulations require at least one QFO in each food service establishment which prepares and/or serves potentially hazardous foods prepared using hot processes. The regulations define the responsibilities of both the food service establishment and the QFO as outlined in the attached document, *Responsibilities of Child Nutrition Programs Regarding the Qualified Food (QFO) Requirement*.
7. The SFSP Training Session is scheduled for **May 3, 2005**. The attached *Save the Date* notice identifies the training location. All former and potentially new sponsoring organizations must plan on attending the training session. Registration materials will be sent under separate cover.

If you have any questions, please call Maureen Staggenborg at (860) 807-2070 or Susan Bohuslaw at (860) 807-2073.

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Enclosures

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SUMMER FOOD SERVICE PROGRAM
REIMBURSEMENT RATES - EFFECTIVE DATE: JANUARY 1, 2005

Sponsors may receive reimbursement up to the following rate in each appropriate category. The new operating rates represent a 2.8 percent increase in the food away from home series of the Consumer Price Index.

<u>Maximum Operating Cost</u> <u>Reimbursement</u>		<u>Maximum Administrative Cost</u> <u>Reimbursement</u>	
<u>All Sponsors</u>		<u>Rural or Self Prep</u>	<u>Vended or Other</u> <u>Type of Site</u>
Breakfast	\$ 1.42	\$.1400	\$.1125
Lunch/Supper	\$ 2.48	\$.2600	\$.2150
Snack	\$.58	\$.0700	\$.0550